

**MINUTES**

**THE CORPORATION OF THE MUNICIPALITY OF  
MARKSTAY-WARREN  
REGULAR COUNCIL MEETING  
FOR THE TERM OF 2022-2026**

**MONDAY, APRIL 15<sup>TH</sup>, 2024 @ 7:00 P.M.  
Markstay-Warren Council Chambers  
21 Main Street South, Markstay, ON**

**1. Opening Remarks and call meeting to order**

Mayor Olsen welcomed everyone in attendance and performed land acknowledgement.

**# 2024-64**

**Moved by: Laura Schell**

**Seconded by: Francine Bérubé**

**THAT** Council opens the Regular Council Meeting at 7:00 pm.

**CARRIED**

**2. Land acknowledgment**

**3. Roll Call**

**Mayor:** Steven Olsen

**Councillor** Francine Bérubé  
Rachelle Poirier  
Kirk Raymond  
Laura Schell

**Staff:** Kim Morris, CAO/Clerk  
Ronny Theiss, Manager of Public Works

**4. Approval of the Agenda**

**# 2024-65**

**Moved by: Rachelle Poirier**

**Seconded by: Kirk Raymond**

**THAT** Council accepts the agenda as presented.

**CARRIED**

**5. Disclosure of Pecuniary Interest and General Nature Thereof**

**6. Petitions and Delegations**

1. Kevin Marois
2. Christiane Colard

**7. Public Inquiries**

1. Clifford Gainsford – Markstay

Asked about the qualifications/licences of a specific mechanic doing work for the Municipality. This is not a topic that should be discussed in an open meeting as there are confidentiality issues.

2. Brian Wright, Markstay

Wanted to know what the monitoring was being conducted at the adjacent lots to the Municipal Office. It was the Soil sampling for possible contamination.

3. Maurice Turcot, Warren

Stated that the Minutes of March 11<sup>th</sup> were still not accurate. These will be amended.

**8. Reports from Committees, Municipal Officers, Department Heads**

The Manager of Public Works provided an update on the flooding situation that occurred the previous weekend.

**9. Consent Agenda**

1. Adoption of Minutes

**# 2024-66**

**Moved by: Rachelle Poirier**

**Seconded by: Laura Schell**

**THAT** Council approves the consent agenda as amended (remove 9.1).

That the following minutes be adopted:

2. Landfill Committee Meeting – Jan 9, 2024
3. Regular Meeting of Council – Mar 18, 2024
4. Committee of the Whole – Mar 25, 2024
5. Special Meeting of Council – Mar 18, 2024
6. Special Meeting of Council – Mar 14, 2024
7. Finance Committee – Mar 12, 2024
8. Special Meeting of Council – Apr 4, 2024

**CARRIED**

**10. Routine Management Reports**

- a) Cash Disbursements for March 2024

**# 2024-67**

**Moved by: Francine Bérubé**

**Seconded by: Rachelle Poirier**

**THAT** Council receives the Cash Disbursements Report for March 2024 as presented.

**CARRIED**

**11. Correspondence for Council's information only**

1. Manitoulin-Sudbury District Services Board
  - a. None
2. Sudbury East Planning Board
  - a. None
3. Public Health Sudbury and District
  - a. None
4. Municipal Property Assessment Corporation (MPAC)
  - a. None
5. Sudbury East Municipal Association (SEMA)  
None
6. Association of Municipalities of Ontario  
None

**12. Business Arising from Meeting Minutes**

- a) Christmas vests – the CAO provided the overview of costs for Christmas presents in past years.
  
- b) H4H Motion – motion needs to be made as the proper process was not followed to rescind the March 7<sup>th</sup>, 2024 motion.

**# 2024-68**

**Moved by: Rachelle Poirier**

**Seconded by: Laura Schell**

**THAT** Council revokes the Habitat for Humanity motion passed on March 7<sup>th</sup>, 2024.

**CARRIED**

**13. New Business**

1. Request for Donation for the 10<sup>th</sup> Annual Dylan and Olivia Ball hockey tournament

**# 2024-69**

**Moved by: Francine Bérubé**

**Seconded by: Laura Schell**

**THAT** Council approves a donation of a two one-hour ice time rental at the Markstay-Warren Community Centre for the 10<sup>th</sup> Annual Dylan and Olivia Ball Hockey Tournament to be held from April 26<sup>th</sup> to 28<sup>th</sup>.

**CARRIED**

2. Request from the Markstay Golden Age Club

**#2024-70**

**Moved by: Rachelle Poirier**

**Seconded by: Francine Bérubé**

**THAT** Council approves closing Church Street from Lucien to 8 Church Street on May 25<sup>th</sup> for their annual Family Fun Day.

**THAT** Council approves the use of the Outdoor Rink and the Baseball Field by the Markstay Golden Age Club for their Family Fun Day.

**CARRIED**

3. Tender for IT Support Services

4. Public Works Committee Recommendation to Council

**#2024-71**

**Moved by: Francine Bérubé**

**Seconded by: Laura Schell**

**THAT** Council approves the purchase of an excavator instead of a backhoe for Public Works if/when funds become available.

**CARRIED**

5. Landfill Committee Recommendations to Council

1) Change Order

2) Proposal

**#2024-72**

**Moved by: Rachelle Poirier**

**Seconded by: Laura Schell**

**THAT** Council accepts the Pinchin Annual Report for 2023 as presented.

**CARRIED**

**#2024-73**

**Moved by: Rachelle Poirier**

**Seconded by: Kirk Raymond**

**THAT** Council approves the hiring of Pinchin LT. to proceed with the performance of services as outlined in the proposal dated January 4, 2024, for a value of \$17,800.00 (plus applicable taxes).

**CARRIED**

**#2024-74**

**Moved by: Rachelle Poirier**

**Seconded by: Francine Bérubé**

**THAT** Council encourage non-profit/service groups from Markstay-Warren to participate in a pilot project to sell interesting items from the landfill to retrofit, upcycle, etc.

**CARRIED**

6. Shared Services Agreement
  - 1) Document 1
  - 2) Document 2

**#2024-75**

**Moved by: Rachelle Poirier**

**Seconded by: Francine Bérubé**

**THAT** Council approves a By-Law to authorize the execution of the proposed SEBBS Shared Services Agreement.

**CARRIED**

7. Treasurer's Recommendations

**#2024-76**

**Moved by: Francine Bérubé**

**Seconded by: Laura Schell**

**THAT** Council approves the three recommendations from the Treasurer and asks staff to implement those recommendations:

- 1) Implement an Electronic Funds Transfer (EFT) payment system for all vendors.
- 2) Allow a list of vendors to enroll in their automatic withdrawal program which would withdraw funds directly from our bank account. These are monthly reoccurring transactions that have little variation and little control over costs on a month-to-month basis.
- 3) Use bill payee section through the Municipal bank account. These are typically for vendors that we need to calculate the payment amount to submit. We are the ones that would initiate payment amounts and times.

**CARRIED**

8. Updated Asset Management Plan
  - 1) Council Briefing Note

**#2024-77**

**Moved by: Francine Bérubé**

**Seconded by: Rachelle Poirier**

**THAT** Council adopt the revised and updated Asset Management Plan as presented.

**CARRIED**

9. Grader Maintenance Agreement
  - 1) Council Briefing Note

**#2024-78**

**Moved by: Francine Bérubé**

**Seconded by: Laura Schell**

**THAT** Council proceeds with the proposed Maintenance contract for the graders and the John Deere Loader.

**CARRIED**

**14. Unfinished Business / Ongoing Projects**

Councillor Bérubé requested an update on the Markstay Streets Revitalization Project. The CAO explained that a Public Information Meeting has been planned for May 13<sup>th</sup> at 7 pm at the Markstay Public School. Posters have been made and circulated.

Councillor Bérubé wanted to bring up the subject of meetings in both Warren and Markstay. There was discussion around the ramifications on Livestream, and the CAO was requested to get pricing for a portable system.

**15. By-Laws**

By-Law 2024-10 To execute the Sudbury East Building and By-law services agreement.

**#2024-79**

**Moved by: Francine Bérubé**

**Seconded by: Laura Schell**

**THAT** Council performs the 1<sup>st</sup> and 2<sup>nd</sup> reading of proposed By-Law 2024-10.

CARRIED

**#2024-80**

**Moved by: Francine Bérubé**

**Seconded by: Laura Schell**

**That** Council performs the 3<sup>rd</sup> and final reading of proposed By-Law 2024-10.

CARRIED

**16. Motions**

- a) Conference Attendance in 2024

**#2024-81**

**Moved by: Laura Schell**

**Seconded by: Francine Bérubé**

**THAT** the Mayor, all Councillors, Fire Chief, Deputy Fire Chief and PW Manager (Except for OGRA) abstain from attending any conferences in 2024 that are not mandatory or local due to our deficit. Depending on the conference topic, the CAO may attend other conferences .

**DIVISION VOTE**

	<b>Yea</b>	<b>Nay</b>	<b>Disclosure on Interest</b>
Steven Olsen	X		
Rachelle Poirier		X	
Laura Schell	X		
Kirk Raymond		X	
Francine Bérubé	X		

CARRIED

**17. Notice of Motions**

**18. Addendum**

**19. Announcements and inquiries**

1. Why is the Zamboni parked outside the arena? Ice has just been removed and needed to make space. It will be moved back in the arena as soon as possible.
2. Given the road situation, can we be pro-active and have crews at the ready when events occur, such as the flooding.
3. The Annual Dylan and Olivia Ball Hockey Tournament will be held the April 26<sup>th</sup> weekend. Please support this worthy cause.

**20. Closed session**

**#2024-82**

**Moved by: Francine Bérubé**

**Seconded by: Rachelle Poirier**

**THAT Council move to Closed session at 9:10 pm**

**CARRIED**

**#2024-83**

**Moved by: Francine Bérubé**

**Seconded by: Rachelle Poirier**

**THAT Council approve the Agenda for closed as presented.**

**CARRIED**

**#2024-84**

**Moved by: Laura Schell**

**Seconded by: Kirk Raymond**

**THAT Council returns to open session at 9:31 pm.**

**CARRIED**

**21. Adjournment**

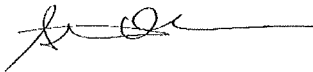
**# 2024-86**

**Moved by: Kirk Raymond**

**Seconded by: Francine Bérubé**

**THAT Council adjourn the meeting at 9:33 pm**

**CARRIED**



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**MAYOR**



\_\_\_\_\_  
**CLERK**

**Minutes endorsed under resolution# 2024-90 on May 21<sup>st</sup>, 2024**